

VACANCY ANNOUNCEMENT
District Court of the Virgin Islands
St. Thomas, USVI

Position: Systems Analyst/Programmer

Posting Number: 09-02

Salary: CL 28 \$59,383 - \$77,203 plus 25% COLA
(Commensurate with Qualifications)

Posting Date: March 18, 2009

Closing Date: Position Open Until Filled
Applications accepted through 5:00 p.m. AST on April 10, 2009

Minimum Qualifications: Three or more years of programming experience with client server applications using Perl, HTML, XML and Javascript required. Web enabled application development a plus. This experience must include accomplishments involving systems analysis, design, programming, implementation, integration and management. Three years of general experience in an office environment. Studies in an accredited college or university may be substituted for general experience.

Preferred Qualifications: Thorough knowledge of an enterprise RDBMS, such as Informix, or equivalent; .Net or equivalent; Windows clients, Linux servers. Working knowledge of LINUX, PERL, C, CGI, Java, or similar tools, knowledge of Web application programming. Excellent organizational and project management skills is preferred. The candidate must possess excellent presentation, oral and written communication skills.

Position Overview: The incumbent communicates daily with users and the Systems Manager and must function effectively in a team environment, research inquiries made by the court staff and direct all hardware/software problems to appropriate Systems personnel.

The Systems Analyst/Programmer maintains all aspects of the nationally supported CM/ECF systems for Bankruptcy CM/ECF and District CM/ECF. The ECF system stores the official court records and functions as the main case management program.

Writes and maintains local programs for both client/server applications and desktop applications using 4GL programming languages and provides local programming and customization of nationally supported automated systems and off the shelf software to meet the Court's automation needs.

Tests and documents results for all proposed software integrations. Plans, tests and installs revised releases of the CM/ECF national systems for Bankruptcy and District CM/ECF.

Must document all application problems (hardware/software), inquiries and requests. Document all programs as they are written. Create new reports, as required.

Responsible for updating managers and other appropriate personnel of system modifications to the courts applications and for following up on the testing of software modifications.

Provides back-up support to ensure the security of the ECF data by assisting in the development and implementation of the court's emergency plan.

Provides support for monitoring, maintaining and modifying the ECF back-up schema.

Responsible for programming and updating changes to the external and internal websites.

Provides back-up support for monitoring day-to-day operations of equipment and systems to ensure they are operational, and assists with preventative maintenance tasks.

Provides back-up support for administering, installing and maintaining desktop hardware, software, equipment and wiring; and advises staff on its use.

About the Court: The District Court of the Virgin Islands is located in St. Thomas, Virgin Islands, with a divisional office in St. Croix, Virgin Islands. The Court handles civil, criminal, and bankruptcy cases. The Court has judges in St. Thomas and St. Croix. The Court also has a bankruptcy judge that currently sits in Delaware. Visiting judges travel to the Court on a regular basis. The Court is one of the smallest federal courts in the United States.

Employee Benefits: The District Court of the Virgin Islands is part of the Judicial Branch of the United States Government. Court employees are covered by the Court Personnel System (CPS). Court employees are considered at-will and are not covered by federal civil service classifications or regulations. Court employees are, however, entitled to the same benefits as other federal employees. These benefits include:

- 13 days paid vacation for the first three years employment, 20 days after three (3) years, 26 days after fifteen years;
- 13 days paid sick leave per year;
- 10 paid holidays per year;
- Choice of medical, dental and vision coverage from a wide variety of plans;
- Life Insurance options;
- Federal Employees Retirement System;
- Immediate participation in the Thrift Savings Plan (401K plan);
- Optional participation in the Judiciary's Long Term Care Insurance Program;
- Optional participation in the Judiciary's Flexible Spending Program;
- Commuter Benefit Program (dependent on fiscal year funding);
- Continuing Education Assistance Program (dependent on fiscal year funding).

Notice to Applicants: The final candidate will be required to satisfactorily complete a criminal background investigation. The Court requires employees to adhere to a Code of Conduct which is available upon request. Direct deposit is required for employee salary compensation. Applicants must be United States citizens or eligible to work in the United States. The Court is a smoke free environment.

How to Apply: To apply for this position, please submit a cover letter, resume, salary history, and references to: viclerk@vid.uscourts.gov or District Court of the Virgin Islands, Human Resources Officer, Room 310, St. Thomas, VI, 00802.

Only applicants who are selected for interviews will be contacted by the Court. Applicants selected for interviews must travel at their own expense and relocation expenses will not be reimbursed.

The District Court of the Virgin Islands reserves the right to amend the conditions of this job vacancy announcement, or to withdraw the announcement at any time without prior written or other notice.

The District Court of the Virgin Islands is an Equal Opportunity Employer